

JOB NARRATIVE

1. Job Purpose and Roles and Responsibilities of the Job
2. Organisation Structure, Outcomes/Value Add, Financials & Work Relations

Job Purpose:

- Summarizes the main points of the job description which may include key responsibilities, functions, and duties
 - Job Purpose is the prime objective for which the Job holder is responsible for. It is directly controlled by the Job holder
 - Should contain 1 - 3 key points
- To operate DCS control panel for Acids plants for safe and smooth operation of the plant.
 - To control, monitor and optimize the process parameters to achieve the targeted production conforming to the product specification, at highest possible productivity level ensuring adherence to the set norms with respect to safety, health and environment.
 - To trouble shoot the plant problems, emergency, safe plant start-ups and shutdowns.

Key Accountabilities & Outcomes

Key Accountability	Major Activities/ Tasks
<ul style="list-style-type: none"> • Main areas of accountability / key goals of the Job. • Should contain five to Seven Key Accountabilities. • Can be derived through Balanced Score Card Perspectives (Financial, Customer, Internal Process & Learning and Growth) 	<ul style="list-style-type: none"> • The tasks under Key Responsibility that the Job holder is suppose to perform to achieve the business goals
<ul style="list-style-type: none"> • Achieving the budgeted production as per the production plan. 	<ul style="list-style-type: none"> • Quickly understand the plant status, review the operating parameters on DCS and shift process analysis. • Ensuring efficient operation by scanning the spot values and trends of critical parameters and laboratory results at intermittent intervals and instruct/guide the field operators on corrective action if needed. • To carry out independently plant start up, shut down, emergencies handling and trouble shooting in the plant in coordination with the shift in charge and field operators. • Ensuring the specific consumptions are as per norms by estimating the consumption pattern of Raw materials and utilities and take corrective steps



	<p>to match the desired consumption norms.</p> <ul style="list-style-type: none">• To carry out effective troubleshooting of the plant operations/equipment's, quick and accurate decision making to reduce down time and potential hazards & Involvement during shut down for equipment inspection.
<ul style="list-style-type: none">• Maintaining of product quality	<ul style="list-style-type: none">• Keeping a close watch & logging of panel readings on critical operating parameters and plant equipment's to diagnose problems and potential breakdown symptoms, take corrective actions and check for its recurrence.• To inform shift In charge about any identified deviation in the process parameters, to find its cause and to take corrective actions in consultation with the shift In Charge to ensure the product Quality as per specifications
<ul style="list-style-type: none">• EHS And Statutory Compliance	<ul style="list-style-type: none">• During emergency in the plant to communicate other departments as per the guidelines given in the onsite emergency plan, immediately to take corrective and preventive actions to keep the plant in the safe condition. Also to lead and guide as a Shift in charge in case of his absence during emergency due to any eventuality.• To participate in Table top exercises, mock drill, EHS audits, safety committee meetings, trainings and other activities related to safety, environment for the organizations growth as and when informed.• Following SOP and OCP and any other jobs relevant to the role assigned by the shift in charge or plant in charge.• Compliance to all statutory standards using live IMS documents /PSM
<ul style="list-style-type: none">• Strengthen & sustenance of TPM practices	<ul style="list-style-type: none">• Involvement in TQM practices (e.g. Problem solving, 5S, Benchmarking etc.) In the dept. with help of SIC, Plant head.• Involvement in TPM.• Comply with all the documents related to TPM Practices.



<ul style="list-style-type: none"> Self and Subordinate Development on a continual basis 	<ul style="list-style-type: none"> Training to be impart to new entrants on plant equipment, Critical Parameters & panel operations. Knowledge on SAP Self-development through TTC
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Work Relations (Internal and External)	
<p>Internal Relations</p> <ul style="list-style-type: none"> Main interface of the Job Holder(Working relationships with Key stakeholders/ internal customers Other Job Holders that the Job holder have may to liaise, report or coordinate with 	<p>External Relations</p> <ul style="list-style-type: none"> Main interface of the Job Holder(Working relationships with Key stakeholders/ external customers
<ul style="list-style-type: none"> Plant-in-charge and in his absence to Group Head. Shift in Charge, field operators, site Shift Manager. Laboratory, maintenance departments, other division plants & other related support functions on daily basis 	

Key Dimensions	
<p>Financial Dimensions</p> <ul style="list-style-type: none"> List the significant numerical data which will reflect the scope and scale of activities concerning this job such as budget, cost, revenue etc. 	<p>People Dimensions</p> <ul style="list-style-type: none"> Mention the team size (direct reportees only) the Job Holder would have to manage for the scope of activities concerning to this role
<ul style="list-style-type: none"> 	<ul style="list-style-type: none">

ACHIEVEMENT PROFILE
<ul style="list-style-type: none"> What are the capabilities required by the Job Holder at this position Specify Knowledge (technical expertise), experience, skills, behavioural competencies, personality required It depicts candidate profile for making hiring decision and helps incumbent profile for competency mapping



Education Qualifications / Background

- *State minimum qualification required by the Job Holder to work effectively on this position*
- Diploma in chemical engineering or BSc

Relevant and Total Years of Experience

- *Mention years of experience required for the job*
- *Elaborate more of the relevance / type of the job experience required by the role*
- Diploma in chemical engineering with 5 Years' Experience as panel operator in of Chemicals/ Fertilizers / Petrochemicals similar plant.
- B Sc. with 5 -8 Yrs. Experience as panel operator in of Chemicals/ Fertilizers / Petrochemicals similar plant.

Technical/Functional Expertise

- *State minimum proficiency required on specific technical or functional skills required for the Job Role*
- Basic Knowledge of Chemistry and Unit Operations
- Knowledge of working on DCS
- Thorough knowledge of operation of Ammonia plant or similar continuous chemical process plant
- Knowledge of environment, safety and occupational health hazards related to plant operations.
- Good analytical and troubleshooting skill.

Behavioural Competencies (*List only 3- 5 specific behavioural competencies*)

- *State behavioural competencies required to function effectively at this position*
- Good communication skills.
- Working in a Team.
- Highly vigilant and high level of alertness.

Personality (*List only 3- 5 specific personality characteristics*)

- *Write personal characteristics/ personality type that is suitable to work at this job level.*
- Respect
- Integrity
- Excellence in whatever we do
- Well -being of others